

**Town Meeting Coordinating Committee Meeting
Minutes from February 4, 2009**

1. **Call to Order:** This meeting began at 5:05 pm. Present were: Carol Gray, Peggy Roberts, Mary Streeter, Judy Simpson, Harry Brooks, and Nonny Burack. Absent: Dorwenda Bynum-Lewis.
2. **Minutes of January 21:** Nonny moved and Judy seconded that we adopt the minutes of January 21, 2009 after edits. The vote to approve the minutes was unanimous.
3. **Report on tasks assigned at last meeting:**
 - a. **Contacting all boards, committees, Town Moderator and LWV of April 21 date for Warrant Review:** Peggy did this. Harrison said he will be able to moderate the warrant review.
 - b. **Request for notification of meetings for preparation of the warrant:** Peggy hasn't yet spoken to Larry Shaffer about having TMCC listed with the other relevant committees for notifications about Town Meeting preparatory meetings. Peggy will go to Town Hall this week to inquire about this.
 - c. **Letter to the Select Board:** Peggy sent a letter to the Select Board regarding TMCC's recommendation that the order of departments during the budget discussion be determined by random lottery to promote greater equality. Stephanie O'Keeffe acknowledged receiving the letter. Judy said she would follow-up on the letter and ask Stephanie if the item was going to be on the agenda for the next Select Board meeting. Peggy said she would try to go to the Select Board meeting when it is on the agenda; Judy said if Peggy could not go then she could go.
4. **Planning for Pre-Town Meeting Events**
 - a. **Topic, location and planning for information forum in mid-April:** To be discussed next meeting.
 - b. **Bus Tour:** Harry will check with the Planning Department on Monday about what zoning articles they plan to present to Town Meeting and what petition articles might also be on the warrant. Harry will ask the Planning Department to send him information about this.
 - c. **Help for planning and arranging Warrant Review:** Harry said he would work with Peggy on the Warrant Review along with the League of Women Voters. Peggy pointed out that there is usually a big warrant for Annual Town Meeting. It was decided that the new member orientation would be for a half hour before the Warrant Review. Nonny will call to see if we can book the Town Room for 6:30 pm instead of 7 pm to allow for the half hour for the orientation. Carol said it would be nice to have someone explain at the beginning of the orientation how to become a Town Meeting member. It was decided to save time (and because the elections will already be over for this year), that a written announcement could be posted on the ACTV scroll explaining these things. Harry said he would do that. Harry will check with ACTV to see if the Warrant Review and the information forum can be broadcast live. It was decided that the Warrant Review would not have questions phoned in because of the volume of articles to be covered but we will try to have that capacity for the forum.
 - d. **Precinct Meetings:** Mary and Carol will work on organizing precinct meetings.

- 5. Work on actions suggested at December meeting:**
- a. **Reminders to Town Meeting members of expiring terms:** Judy and Nonny sent out the reminder postcards on Thursday, January 19.
 - b. **Timing of Letter to Editor about discs at Jones Library:** The letter will be sent in early April.
 - c. **Display about Town Meeting as part of the 250th Anniversary:** Peggy suggested such a display would be nice to have set up at the start of Town Meeting. Judy will talk to Tevis Kimbal, the director of special collections at Jones Library to check on the archives related to Town Meeting.
 - d. **Discussion re: suggestion to elect the finance committee:** Carol discussed the various ways that such a suggestion (or an article) could get to Town Meeting for discussion: TMCC could see if it could do an article about it, the Select Board could put the item on the warrant or a petition article could bring up the issue. Judy said prior to the current moderator, there was more diversity of opinions on the Finance Committee and members did not serve more than two terms. TMCC could host a forum on this issue, perhaps in the fall. There was discussion of other alternatives to electing the whole finance committee, such as half the finance committee elected and half appointed, electing one member from each precinct; enlarging the Finance Committee; keeping things the same with the notion that the policy-making is coming more from the Select Board. Carol moved and Mary seconded that the topic be tabled for two weeks. The vote was unanimous in favor of tabling the topic for two weeks until February 18.
 - e. **Announcement Box in Amherst Bulletin for Town Meeting events:** To be discussed next meeting.
 - f. **Reminder stickers for packet envelopes:** Mary said she heard back from Kevin Eddings and he liked the sticker idea but thought a letter summarizing upcoming events would also be helpful.
 - g. **Priorities for work in January and February:** To be discussed next meeting.
- 6. Scheduling of future meetings:** The following TMCC meetings were set for Wednesdays at 5pm-6:30 pm: Feb. 11, and Feb. 18.
- 7. Adjournment:** Mary moved and Carol seconded that the meeting be adjourned. It was adjourned at 6:25 pm.

Documents Distributed at the meeting:

- 1. Agenda for today's meeting.
- 2. Minutes from January 21, 2009

Carol Gray, Secretary